

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 15 May 2023

4pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Sandra Stewart (Deputy Chairperson)

Neville Atkinson

Tim Bartle

Al Blackie

Tracey Blair

Russell Keetley

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AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 MAY 2023 AT 4PM.

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS
COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL**

	<u>BUSINESS</u>	<i>PAGES</i>
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION OF MINUTES</u>	
3.1	<u>Minutes of the Kaiapoi-Tuahwi Community Board –17 April 2023</u>	8-18
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahwi Community Board:	
	(a) Confirms the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 17 April 2023, as a true and accurate record.	
3.2	<u>Matters Arising (From Minutes)</u>	
3.3	<u>Notes of the Kaiapoi-Tuahwi Community Board Workshop – 17 April 2023</u>	19
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahwi Community Board:	
	(a) Receives the notes of the Kaiapoi-Tuahwi Community Board Workshop, held on 17 April 2023.	
	<u>PUBLIC EXCLUDED MINUTES</u> <i>(Refer to public excluded agenda)</i>	
3.4	<u>Minutes of the public excluded portion of the Kaiapoi-Tuahwi Community Board meeting held on 17 April 2023</u>	
4	<u>DEPUTATIONS AND PRESENTATIONS</u>	
	Nil.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 **REPORTS**

6.1 **Patchina’s Walkway Working Group – Tori Stableford (Landscape Architect)**

20-27

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230505064034.
- (b) **Approves** forming a Patchina’s Walkway Working Group.
- (c) **Appoints** Kaiapoi-Tuahiwi Community Board members; Jackie Watson, Sandra Stewart and Russel Keetley to the Patchina’s Walkway Working Group.
- (d) **Approves** delegated authority to the Patchina’s Walkway Working Group to make decisions on a final Concept Plan for the project that will be implemented.
- (e) **Notes** the Board has previously approved \$7,700 from the General Landscaping budget towards this project. If the Working Group decide on a Concept that requires additional funding the project would be placed on hold and the additional funding would be applied for through Councils Long Term Plan.
- (f) **Notes** that the Working Group will continue to work with All Together Kaiapoi and Councils Greenspace staff on this project.

6.2 **Member for Representation Review Working Party – Sarah Nichols (Governance Manager)**

28-45

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230504063759.
- (b) **Appoints** Board member, (non-Councillor) to the Representation Review Working Party.
- (c) **Notes** that one member (non-Councillor) from each of the Rangiora-Ashley, Kaiapoi-Tuahiwi, Woodend-Sefton and Oxford-Ohoka Community Boards would be appointed by their respective Boards to be members of the Representation Review Working Party.
- (d) **Notes** Councillors Goldsworthy, Mealings and Redmond have been appointed by the Council, alongside the Mayor to the membership of the Representation Review Working Party.
- (e) **Notes** the initial work of the group is to determine with further clarity the need to undertake a full Representation Review prior to the 2025 Local Body elections, and report back to the Council prior to December 2023.
- (f) **Notes** the working party meetings will most likely be held on Thursday mornings, on a regular basis once membership is fully established.

6.3 **Ratification of the Kaiapoi-Tuahiwi Community Board's submission to the Waimakariri District Council and Environment Canterbury's Draft 2023/24 Annual Plans – Kay Rabe (Governance Advisor)**

46-51

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230418053898.
- (b) **Retrospectively ratifies** its submission to the Waimakariri District Council Draft 2023/24 Annual Plan (Trim Ref: 230324041111).
- (c) **Retrospectively ratifies** its submission to Environment Canterbury's Draft 2023/24 Annual Plan (Trim Ref: 230324041079).

7 CORRESPONDENCE

7.1 **Kaiapoi District Museum Annual General Meeting**

52

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the invitation to the Kaiapoi District Museum Annual General Meeting (Trim: 230511067547).

8 CHAIRPERSON'S REPORT

8.1 **Chairperson's Report for May 2023**

A verbal report will be provided by the Chairperson at the meeting.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

9 MATTERS REFERRED FOR INFORMATION

9.1 **Oxford-Ohoka Community Board Meeting Minutes 6 April 2023.**

9.2 **Rangiora-Ashley Community Board Meeting Minutes 12 April 2023.**

9.3 **Woodend-Sefton Community Board Meeting Minutes 11 April 2023.**

9.4 **Waimakariri District Council Growth Projections for LTP 2024/34 – Report to Council meeting 4 April 2023 – Circulates to all Boards.**

9.5 **ANZAC Day Services 2023 – Report to Council meeting 4 April 2023 – Circulates to all Boards.**

9.6 **Health, Safety and Wellbeing Report March 2023 – Report to Council meeting 4 April 2023 – Circulates to all Boards.**

- 9.7 **87 Dunns Avenue Bank Improvements – Report to Utilities and Roothing Committee meeting 18 April 2023 – Circulates to the Kaiapoi-Tuahiwi Community Board.**
- 9.8 **Patronage figures for Public Transport Boardings from Park and Ride Sites – Report to Utilities and Roothing Committee meeting 18 April 2023 – Circulates to the Kaiapoi-Tuahiwi Community Board and Rangiora-Ashley Community Board.**

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items 9.1 to 9.8.

Note:

1. *The links for Matters for Information were previously circulated separately to members as part of the relevant meeting agendas.*

10 MEMBERS' INFORMATION EXCHANGE

- 10.1 **Brent Cairns** 53
Trim Ref: 230501060085.
- 10.2 **Philip Redmond** 54
Trim Ref: 230509066061.

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

11 CONSULTATION PROJECTS

There are currently no consultations.

12 REGENERATION PROJECTS

12.1 **Town Centre, Kaiapoi**

Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

13 BOARD FUNDING UPDATE

13.1 **Board Discretionary Grant**

Balance as at 30 April 2023: \$3,132.

13.2 **General Landscaping Budget**

Balance as at 30 April 2023: \$49,490.

14 MEDIA ITEMS

15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

1. That the public be excluded from the following parts of the proceedings of this meeting:

Item 15.1 Minutes of public excluded Kaiapoi-Tuahiwi Community Board meeting 17 April 2023

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
15.1 Minutes of public excluded Kaiapoi-Tuahiwi Community Board meeting 17 April 2023	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) (s 7(2)(i)).

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 19 June 2023 at 4pm.

Workshop

- *Waimak Dragonboats at Murphy Park – Grant MacLeod (Greenspace Manager) – 20mins*
- *Members Forum*

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY, 17 APRIL 2023 AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, N Atkinson, T Bartle, T Blair, and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor) and P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), S Morrow (Rates Officer – Property Specialist), D Roxborough (Implementation Project Manager – District Regeneration), A Childs (Senior Engineering Advisor), H Belworthy (Intermediate Landscape Architect – District Regeneration), M McGregor (Senior Advisor Community and Recreation), T Kunkel (Governance Team Leader), and A Connor (Governance Support Officer).

There were six members of the public present.

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No conflicts of interest were recorded.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 20 March 2023

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 March 2023, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 20 March 2023

Moved: J Watson Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 20 March 2023.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

4.1 Community Hub Trust – K Lawrence and H Kelly

H Kelly informed the Board that the Community Hub Trust was founded due to a need for community space in Kaiapoi. The proposed location was on the regeneration land on Charters Street and Courtenay Drive. The Trusts goal was to create a space by the community for the community.

One of the key stakeholders was Satisfy Food Rescue. They were in need of a purpose-built space that could support their needs as they expanded. The other key stakeholder was the MenzShed of Kaiapoi. K Lawrence was the representative for the MenzShed and noted they were having increased interest in membership and were running out of space at their current location.

H Kelly stated the estimated budget for car parking, landscaping and utilities to the site was \$1.6m which the Council had committed to completing for the Trust. The Trust's aim was for future proofed buildings that cost less to run and lowered the impact on the environment and proposed to fund the rest of the project through grants, donations and sponsorship.

J Watson questioned H Kelly's connection to the Trust and he replied that he was the community Trustee and had been living in the Kaiapoi community for seven years. He wanted to give back to the community with a project that resonated and he could be proud of achieving, however nothing had resonated with him until now.

B Cairns asked if there was a timeframe for the MenzShed to leave their current location. K Lawrence replied that their landlord was relocating and the site would be dismantled within 10 to 12 months. There was an indication that they would be able to stay on the site for a few years.

A Blackie queried how far they were with Geotech considerations and requirements. H Kelly noted the other community Trustee was an engineer by trade and was fairly confident they would not run into any unexpected issues. The majority of the site was classified TC2 with one small area TC3 however there was no building proposed to be done on the TC3 land. C Brown noted some designs had been changed to align with the Geotech reports and with the right foundations there should be no problem.

4.2 Kaiapoi East Residents Association (KERA) – G Taylor and M Wilkinson

M Wilkinson noted KERA's main focus was the Kaiapoi East red zone area. The Board previously gave permission for KERA to plant along the fence lines of the properties boarding the red zone. They had planted 1,500 plants and had an 80-90% success rate of plants surviving. M Wilkinson believed they had moved from being an infant association. G Taylor noted he loved getting out into nature and discovering native flora and fauna. He hoped that planting native plants in the red zone would bring native birds back.

J Watson questioned how big the area planted was. M Wilkinson noted it ran along the fence line of the red zone and out to the swale. She invited the Board to walk through the area with them.

C Brown questioned if KERA were looking at extending the identified area or were looking to further develop the existing area. M Wilkinson stated they were looking to further develop the identified area. C Brown noted the Council had expertise and would be able to assist if required.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Road Naming – Sovereign Palms, Kaiapoi – S Morrow (Rates Officer – Property Specialist)

S Morrow spoke to the report which was to amend a previously approved road name to the correct spelling.

N Atkinson questioned if other publications of the Boat name were spelt correctly and if any research into that had been done. S Morrow noted from his research he had only seen it spelt the correct way as Wootton.

P Redmond asked if there had been any discussion with effected residents. S Morrow stated no consultation had been undertaken however that was an option that could be pursued.

Moved: N Atkinson Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230406048713.
- (b) **Approves** the previously approved road name Wooten Place be changed to Wootton Place.

CARRIED

N Atkinson felt the name should be corrected to reflect historic appropriately. He understood the inconvenience to residents, however believed the correction was necessary.

S Stewart agreed with N Atkinson as the name was approved in error and it should be corrected.

P Redmond was not in favour of telling people the Board had changed the name of their street without any consultation or contact with them.

N Atkinson made it clear they were not changing the name of the street they were correcting the spelling.

6.2 Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23– K Rabe (Governance Advisor)

T Kunkel noted the R13 Youth Development Trust had recently refurbished its centre in Kaiapoi by installing a new kitchen and re-painting. They had requested funding to purchase outdoor equipment to encourage young people to play outside as well as a hand mixer to assist young people with making meals. They would also like to replace their printer to provide a cheaper printing option.

Moved: J Watson Seconded: T Blair

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230321038693.
- (b) **Approves** a grant of \$500 to the R13 Youth Development Trust to purchase sports equipment, kitchen equipment and a new printer.

CARRIED

T Kunkel stated the North Canterbury Adventure Club was a group of home school families that met primarily at outdoor locations weekly. They had requested funding for an inflatable shade tent and electric pump. It was anticipated to cost \$825 and the Club would be holding a sausage sizzle to try and raise some of the funds.

N Atkinson questioned where the Club was based. A Blackie responded it was mainly Oxford based.

Moved: J Watson Seconded: A Blackie

- (c) **Declines** the application from the North Canterbury Adventure Club.

CARRIED

J Watson a similar application from a school would be declined on the basis that the equipment should be purchased through school funds.

A Blackie agreed and stated it was the families choice to home school and to then ask the rate payers for funding was inappropriate.

T Kunkel noted the It Takes a Village Hub provided baby and toddler bundles for families in need. They were holding a sewing bee as they had run out of baby pants and t-shirts.

J Watson asked where the organisation were based as when she googled them it said they were based in New Brighton. T Kunkel replied that in their application they stated 30% off the families were in Kaiapoi and they distributed 45% of their bundles in the area however they worked all over north Canterbury.

Moved: N Atkinson Seconded: A Blackie

- (d) **That** the application from It Takes a Village Hub lie on the table until further information was available in regards to its location and the number of families who benefited from the baby bundles.

MOVED

6.3 **ANZAC Day Services 2023 – K Rabe (Governance Advisor)**

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230404047148.

- (b) **Appoints** Board members T Blair and T Bartle, to attend the Kaiapoi Dawn Service to be held at 6.30am on Tuesday, 25 April 2023, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board members J Watson and S Stewart, to attend the Kaiapoi Citizens' ANZAC Day Service to be held at 10am on Tuesday, 25 April 2023, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (d) **Appoints** Board member S Stewart, to attend the Tuahiwi ANZAC Day services to be held at 2pm on Tuesday, 25 April 2023, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

The Board adjourned at 4.50pm to discuss the Public Excluded matters and reconvened at 5.10pm.

6.4 **Murphy Park Rowing Precinct – H Belworthy (Landscape Architect) and D Roxborough (Implementation Project Manager)**

H Belworthy spoke to the report, noting that the Board had previously indicated its preferred choice to construct a concrete ramp and to continue with the landscaping and earthworks. Since the Board indicated its preference, the shortfall had since gone up due to staff doing a more thorough investigation.

S Stewart questioned if taking the \$160,000 from the Kaiapoi Historic Railway Heritage precinct left \$200,500 in the 2025/2026 Long Term Plan. D Roxburgh clarified it would leave that money in the Kaiapoi Historic Railway Heritage precinct budget.

T Bartle enquired how much work the Clubs had done towards the precinct already and what costs had they contributed currently. D Roxburgh noted there had been no investigation into what they had previously spent. The Clubs that were currently based at Murphy Park had provided Letters of Intent that they would continue in that location. The Clubs were making a decent financial commitment to the area by redeveloping their sheds. This was also the reason for recommending they provide further funding to mitigate some of the risk involved.

T Bartle then questioned what the Board's public perception would be if it was seen to be providing facilities for out of district clubs. H Belworthy stated the Christchurch rowing facility was overpopulated and had no plans to expand in the near future. C Brown noted retaining the Clubs would add vitality to the area and would encourage more people to utilise the precinct.

P Redmond asked what public use of the ramp was envisaged. D Roxburgh noted the launching ramp was for hand launching only and was not designed for reversing a trailer on. It was envisaged the ramp could be used for small dinghies, kayaks and dragon boating.

B Cairns suggested the extra funding could be used to upgrade the Patchina's walkway.

N Atkinson was of the understanding there was already Dragon boats, the Tuhaitara Kayak Club, private clubs and members of the public using the current ramp. D Roxburgh believed N Atkinson was correct however there had been no formal investigation on the users of the ramp.

C Brown noted some of the remaining budget in the Railway Heritage fund could be allocated to other projects in the Kaiapoi area like Patchina's walkway.

Moved: A Blackie

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230329044003.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (b) **Notes** the combined current shortfall of the Murphy Park and Kaiapoi Riverbanks Rowing Precinct project was estimated to be \$210,000.
- (c) **Approves** the bringing forward to 2023/24 Annual Plan and reassignment of \$160,000 from Kaiapoi Railway Heritage Precinct (from 2024/25 year) for the purposes of the Murphy Park and Rowing Precinct project instead, with the condition that clubs to fundraise the additional \$50,000 to meet the budget shortfall.
- (d) **Notes** this report linked with Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve (TRIM 230328043433) for the reassignment of \$160,000.
- (e) **Notes** that if clubs were unsuccessful in their grant applications, the scope of the project would reduce and the additional budget of \$160,000 from the Council would not be available for use on this project. Work would still proceed without an upgraded rowing launch facility.
- (f) **Approves** that the Council combine the two budgets; Murphy Park and Kaiapoi Riverbanks Rowing Precinct to create one budget called Murphy Park Development.
- (g) **Notes** that the rowing precinct was a public facility. The general public and other groups would have use of the ramp and parts of the facility also. It was not fenced off to keep the public out.

CARRIED

A Blackie stated this was important for vitality of the area and it had been worked on for a long time. He felt the advantages outweighed the disadvantages. The clubs based there had been there for 12 years and were part of the community.

N Atkinson felt this was a project for the regeneration that had been talked about for many years. It was an area of Murphy Park that needed tidying up and was very well worthwhile.

7 CORRESPONDENCE

7.1 Memo regarding Waimakariri Integrated Transport Strategy Project

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the Correspondence regarding the Waimakariri Integrated Transport Strategy (Trim: 23032109242).

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for March and April 2023

Attended Kaiapoi Community Garden Trustee meeting.

Attended Clarkville Playcentre 30th Birthday celebration.

Attended Waimakariri Public Arts Trust planning workshop.

Attended Arts Strategy Catch up.

Attended Waimakariri Arts Trust where they planned for the Kaiapoi Art expo. Creative Communities funding and 21 applications with 20 approved.

Attended Waimakariri Public Arts Trust meeting.

Attended All Together Kaiapoi Trust meeting where they accepted proposal for a Kaiapoi newspaper/magazine.

The Rivertown Voice, a new newspaper, would be in peoples mailboxes soon.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 7 March 2023.

9.2 Rangiora-Ashley Community Board Meeting Minutes 8 March 2023.

9.3 Woodend-Sefton Community Board Meeting Minutes 13 March 2023.

9.4 Drainage and Stockwater Alternative Rating Structure – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.5 Submission on Proposals for the Smoked Tobacco Regulatory Regime – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.6 Pecuniary Interests Register – Report to Council Meeting 7 March 2023 – Circulates to all Boards.

9.7 Amendments to Standing Orders for Council, Committee, Sub-Committees and Hearing Panels – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.8 Health, Safety and Wellbeing Report February 2023 – Report to Council meeting 7 March 2023 – Circulates to all Boards.

9.9 Enterprise North Canterbury's Six Month progress and financial report to 31 December 2022, six month progress report on the promotion of the Waimakariri District to 31 December 2022 and Draft Statement of Intent for the Financial year beginning 1 July 2023 – Report to Audit and Risk Committee 14 March 2023 – Circulates to all Boards.

- 9.10 Waimakariri District Council Spraying and Chemical Usage – Waterways and Roading Spraying Information – Report to CWMS Waimakariri Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.
- 9.11 Regeneration Transfer of budget between projects – Report to Community and Recreation Committee meeting 21 March 2023 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.12 Library Update to 9 March 2023 – Report to Community and Recreation Committee meeting 21 March 2023 – Circulates to all Boards.
- 9.13 July 2022 Flood Response Update – Report to Utilities and Roading Committee 21 March 2023 – Circulates to all Boards.

Moved: J Watson

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board

- a) **Receives** the information in Items 9.1 to 9.13.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson

- Greater Christchurch Partnership had its Mass Rapid Transport first tick of approval.
- First District Plan hearing was in May 2023.
- Passchendaele Trust was looking at getting a contingent together to travel to Passchendaele for Armistice day in 2024.
- Attend launch of Satisfy Food Rescue.
- Attended Citizenship Ceremony where 15 people received their Citizenship.
- Aa new boat was arriving on the river on Friday 21 April 2023.

T Bartle

- Attended North Canterbury Neighbourhood Support meeting.
- Attended Waimakariri Health Advisory Group meeting and were working through many issues. The Health Hub in Rangiora was progressing.

A Blackie

- Attended Mahinga Kai planting day which was poorly attended. Got 950 plants in the ground.
- Te Kohaka Trust General Manager role was out for recruitment.
- The River Carnival had to be cancelled due to heavy rain.

T Blair

Nothing to report.

P Redmond

- Attended Integrated Transport Strategy Workshop Drop-In session which was very well attended.
- Kate Valley Site Visit.
- Attended Extraordinary Council meeting.
- Attended Waka Kotahi meeting with James Caygill and discussed Woodend and Lineside Road wire and rope barriers.
- Waimakariri Health Advisory Group strategic terms of reference review.
- Attended Next Steps Website launch.

Brent Cairns

- Attended Back to Basics event. Many people were wanting to become more self-sufficient.
- Attended Kaiapoi Promotions Association meeting. Had a very exciting event coming up in June.
- The new market had 51 visitors for its first day.
- There was potential for an indoor market to take place on Sunday's at the Kaiapoi High School.
- In September an Accessibility Sports Day would take place in Mainpower Stadium. A first for the district.
- Mobility scooters could now be charged in the libraries.

S Stewart

- Attended Grey Power Annual General Meeting. They were having problems with scooters in the CBD. The membership was dropping, and majority of their members were still paying their membership in cash.
- Kaiapoi Promotions Association discussed its plans for the year. They would be hosting a Celebrity Quiz in early June 2023.
- Attended Mahinga Kai planting.

R Keetley

- Attended Historical Society and Museum meeting.

11 CONSULTATION PROJECTS**11.1 Draft Annual Plan 2023/24**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2023-24>

Consultation closes Monday 17 April 2023.

11.2 Wolffs Road Suspension Bridge

<https://letstalk.waimakariri.govt.nz/wolffs-road-suspension-bridge>

Consultation closes Monday 17 April 2023.

12 REGENERATION PROJECTS**12.1 Town Centre, Kaiapoi**

Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

13 BOARD FUNDING UPDATE**13.1 Board Discretionary Grant**

Balance as at 31 March 2023: \$3,632.

13.2 General Landscaping Budget

Balance as at 31 March 2023: \$49,490.

14 MEDIA ITEMS**15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: J Watson

Seconded: T Bartle

1. That the public be excluded from the following parts of the proceedings of this meeting:

Item 14.1 Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
14.1 Historic Kaiapoi Railway Station Building Relocation on Morgan Williams Reserve	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) (s 7(2)(i)).

CARRIED

16 QUESTIONS UNDER STANDING ORDERS

There were no questions.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 15 May 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.50PM.

CONFIRMED

Chairperson

Date

NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 17 APRIL 2023 AT 5.50PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, N Atkinson, T Bartle, T Blair, and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor) and P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), T Kunkel (Governance Team leader), and A Connor (Governance Support Officer).

APOLOGIES

None

1. TOWN ENTRANCE DISCUSSION – C Brown (General Manager Community and Recreation)

Key Points:

- Two priority sites identified previously were Williams Street and Main North Road.
- Williams Street already had available land.
- Current budget was \$75,810.

Questions:

- Would like an electronic sign displaying events happening in the area.
The sign in Rangiora of the same nature was privately owned and would cost a lot more money. Could be in the middle of the town at Patchina's walkway where people are more likely to stop and read.
- *Would like trees lining the street. Needed maintenance.*
- *Current location of sign was not the entrance to the town. Could turn the existing sign into a monument rather than an entrance sign.*

2. MEMBERS' FORUM

None

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 6.24PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06 / Trim 230505064034


REPORT TO: KAIAPOI – TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 15th May 2023

AUTHOR(S): Tori Stableford

SUBJECT: Patchina's Walkway Working Group

ENDORSED BY:
(for Reports to Council,
Committees or Boards)



General Manager



Acting Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to appoint members of the Kaiapoi-Tuahiwi Community Board to a working group for the Patchina's Walkway project (Patchina's Walkway Working Group). Members of the Working Group would have delegated authority to make decisions enabling the progression of the Patchina's Walkway project through to implementation. Working Group members would consider previously presented options and Concept Plans for the laneway to decide on a final concept plan for implementation. The Patchina's Walkway Working Group members would provide updates and their recommendations back to the Board.
- 1.2. The Board have delegated the following members to the Working Group for the project; Jackie Watson, Sandra Stewart and Russel Keetley.

Attachments:

- i. *Patchinas Walkway Concept Plan (Revised) TRIM 220610098301.*
- ii. *Patchinas Walkway Concept Plan TRIM 211028173810.*

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230505064034.
- (b) **Approves** forming a Patchina's Walkway Working Group.
- (c) **Appoints** Kaiapoi-Tuahiwi Community Board members; Jackie Watson, Sandra Stewart and Russel Keetley to the Patchina's Walkway Working Group.
- (d) **Approves** delegated authority to the Patchina's Walkway Working Group to make decisions on a final Concept Plan for the project that will be implemented.
- (e) **Notes** the Board has previously approved \$7,700 from the General Landscaping budget towards this project. If the Working Group decide on a Concept that requires additional funding the project would be placed on hold and the additional funding would be applied for through Councils Long Term Plan.
- (f) **Notes** that the Working Group will continue to work with All Together Kaiapoi and Councils Greenspace staff on this project.

3. **BACKGROUND**

- 3.1. Patchina's walkway is a small (approx. 12 x 20m) area of Council owned land linking Williams Street and the Kaiapoi Library carpark. The walkway has informally been named 'Patchina's Walkway' after a giraffe sculpture known as 'Patchina' was located within it.
- 3.2. Patchina's Walkway was developed by All Together Kaiapoi (previously You Me We Us) as a community gap filler project. The space currently exists as an unformed gravel surface with sculptural elements placed within it, and an asphalt footpath on the northern boundary. The walkway has not been well maintained and has therefore become a space which does not contribute to the amenity of the Kaiapoi town centre. All Together Kaiapoi contacted staff to request the space be upgraded to create an area which appears more permanent, organised, and attractive.
- 3.3. Staff initially met with members of All Together Kaiapoi in mid-2020 to discuss options and ideas for the upgrade of Patchina's Walkway. It was also raised at this meeting that there are several items in storage that All Together Kaiapoi would like to see placed in the laneway, these include a mural and 4 pyramid planters.
- 3.4. A short time after staff were made aware that the South of Kaiapoi business area may be developed soon. Therefore, any upgrade of the walkway would need to be temporary as the laneway would likely be used as an important linkage to the main centre. This was discussed with the Board who allocated \$6,000 towards an upgrade of 'Patchina's Walkway' of a temporary nature until the development was ready to proceed.
- 3.5. Councils Strategy and Business team have continued to work with developers on proposals for the Kaiapoi south business area. This will in turn impact the development of the site in the future as a key link to Williams Street and Kaiapoi town centre. Therefore, the current proposed intervention is temporary as discussed with the Board when budget was allocated.
- 3.1. In early 2022 a Concept Plan for Patchina's Walkway was approved (Attachment ii *Patchinas Walkway Concept Plan TRIM 211028173810*) along with an increased budget of \$7,700 from the Boards General Landscaping budget for the upgrade of Patchina's Walkway. Prices were sought from contractors to implement the Concept Plan, but unfortunately due to current cost inflation the prices received were above the allocated budget and work did not go ahead.
- 3.2. Staff returned to the Board seeking permission to contact Community Organisations (such as Gap filler) to gauge interest in implementing the Concept Plan. Although some community organisations showed interest those that were interested indicated that they could not achieve any more of the Concept Plan with the budget than Council could.
- 3.3. To progress the project staff later estimated prices based on the lowest cost quote received for the Concept plan to assess what is achievable within the \$7,700 budget and developed a Concept Plan to suit. The scope included the removal of unwanted items such as the information board and the giant checkers board /seats and unkept garden, scraping back surface and installing a crusher dust surface. The Concept Plan for this option is attached to the report (*Attachment i. Patchinas Walkway Concept Plan TRIM 211028178310*)
- 3.4. Staff considered there to be four options for the progression of the project and provided a report to the Board recommending progressing with Option 2. The options discussed in the report included:

- Option 1: Leave the walkway as it currently is and wait until South of Kaiapoi Business area plans are finalised. The budget would be returned to the Board for allocation to other projects.
 - Option 2: Reduce the scope of the Concept Plan to meet the allocated \$7700 budget.
 - Option 3: Provide the allocated \$7,700 budget to an existing organisation such as Gap filler, Greening the rubble, Life in vacant spaces, to develop this space.
 - Option 4: Carry forward the allocated \$7,700 budget to the 22/23 financial year and consider allocated a further estimated \$20,000.
- 3.5. The Board were not supportive of the scaled back Concept Plan and did not approve an option.
- 3.6. Following this meeting Council staff requested the Board delegate members to form a project Working Group. The purpose of setting up a Working Group is to discuss the options for progression of the project on behalf of the Board and to work with Council staff towards implementing a final concept plan.

4. ISSUES AND OPTIONS

- 4.1. To advance the Patchina's Walkway project staff have suggested establishing a Working Group (Patchina's Walkway Working Group).

The objective of the Working Group would be to work with Council staff to develop a final concept plan for Patchina's Walkway. Input from the Working Group would include ;

- A decision on the 4 options presented to the Board (and mentioned in this report), or if these are not suitable, guidance on other options,
- Contribution toward the development of a final concept plan for the walkway.

- 4.2. It is proposed that the Working Group consists of three Kaiapoi-Tuahiwi Community Board members, with support from Council staff. The Board have delegated the following members to the working group;

- **Jackie Watson**
- **Sandra Stewart**
- **Russel Keetley**

The purpose of this report is for the Board to provide delegated authority to these Board members to make decisions on the Working Group for progression of the Patchina's Walkway project.

- 4.3. When a resolution has been reached within the Working Group for a preferred option for development of Patchina's Walkway, a recommendation will be taken back to the Board for the development of Patchina's Walkway.
- 4.4. As a result of the preferred option any changes to budget would be included in a report back to the Board.

- 4.5. The Working Group would continue to communicate with All Together Kaiapoi on the Patchina's Walkway project.

Implications for Community Wellbeing

- 4.6. There are implications on community wellbeing by the issues and options that are the subject matter of this report. By tidying the space and making it more inviting, this design will encourage people to use this space to rest, relax and enjoy central Kaiapoi. The removal of the community sign board will not only improve the visual aesthetic of the site but will have positive safety implications by widening the view through the site to users and other in the area. Art in the public realm often has positive impacts on wellbeing due to its ability to provide interest, provoke thought and create minor social interactions between viewers. This plan aims to make the current art accessible in a way that is sympathetic to the art but also helps tidy the space around it making it more of a prominent feature. The Management Team has reviewed this report and support the recommendations.
- 4.7. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Due to the temporary nature of this intervention, Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report..

5.2. Groups and Organisations

There are no other groups and organisations identified who are likely to be affected by, or to have an interest in the subject matter of this report apart from All Together Kaiapoi and the Waimakariri Public Arts Trust. This project has been instigated by All Together Kaiapoi who are keen for this space to be developed. Staff intend to inform the Waimakariri Public Arts Trust of this development around existing artworks and reinstallation so that they are aware of the project.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. The interventions here do not alter the use of the space as a thoroughfare or informal resting space. Rather they make the space more inviting and friendly to users and staff believe the changes proposed will have mostly positive impacts on the users/wider community. Staff therefore do not believe consultation on the plan is required. Staff will ensure that the local businesses that border this site are made aware of the plan prior to any work being undertaken on site.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.

This budget is not included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts.

Sustainability is about more than protecting our resources, it encompasses everything from energy and material use to ensuring that our people can live healthy lives. Staff work hard to ensure that where possible materials are either re-used, locally sourced or of a high durability.

6.3 Risk Management

There are no significant risks arising from the adoption/implementation of the recommendations in this report.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report because this would lead to work being undertaken. If approved, the health and safety of any contractor would be managed by the Waimakariri District Council Greenspace Team and would require contractors to be prequalified (i.e. Sitewise) and to submit appropriate health and safety plans (Site Specific Safety Plan - SSSP) along with any required Traffic Management Plans for review by the project manager prior to construction beginning on site.

7. CONTEXT

7.1. Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. Authorising Legislation

7.3. Consistency with Community Outcomes

There is a strong sense of community within our District;

- There are wide-ranging opportunities for people of different ages, abilities and cultures to participate in community life, and recreational and cultural activities.

Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity;

- There is a wide variety of public places and spaces to meet people's needs
- There are wide-ranging opportunities for people to enjoy the outdoors
- The accessibility of community and recreation facilities meets the changing needs of our community
- Public spaces express the unique visual identity of our District.

Core utility services are sustainable, resilient, affordable; and provided in a timely manner;

- Good procurement practice and effective long-term planning ensures services are sustainable, affordable and value for money for the community.

There is a healthy and sustainable environment for all;

- People are connected to the natural world within the built environment.

There are wide ranging opportunities for people to contribute to the decision making that affects our District;

- Opportunities for collaboration and partnerships are actively pursued.

The community's cultures, arts and heritage are conserved, developed and celebrated;

- There are wide-ranging opportunities to participate in arts and cultural activities.
- Public places and spaces provide opportunities for cultural expression and integrated arts.

There is a safe environment for all;

- Climate change challenges are addressed in an appropriate, timely, cost-effective and equitable manner.

Effect is given to the principles of the Treaty of Waitangi;

- Maori cultural identity, values and aspirations are reflected in built and natural environments.

People's needs for mental and physical health and social services are met;

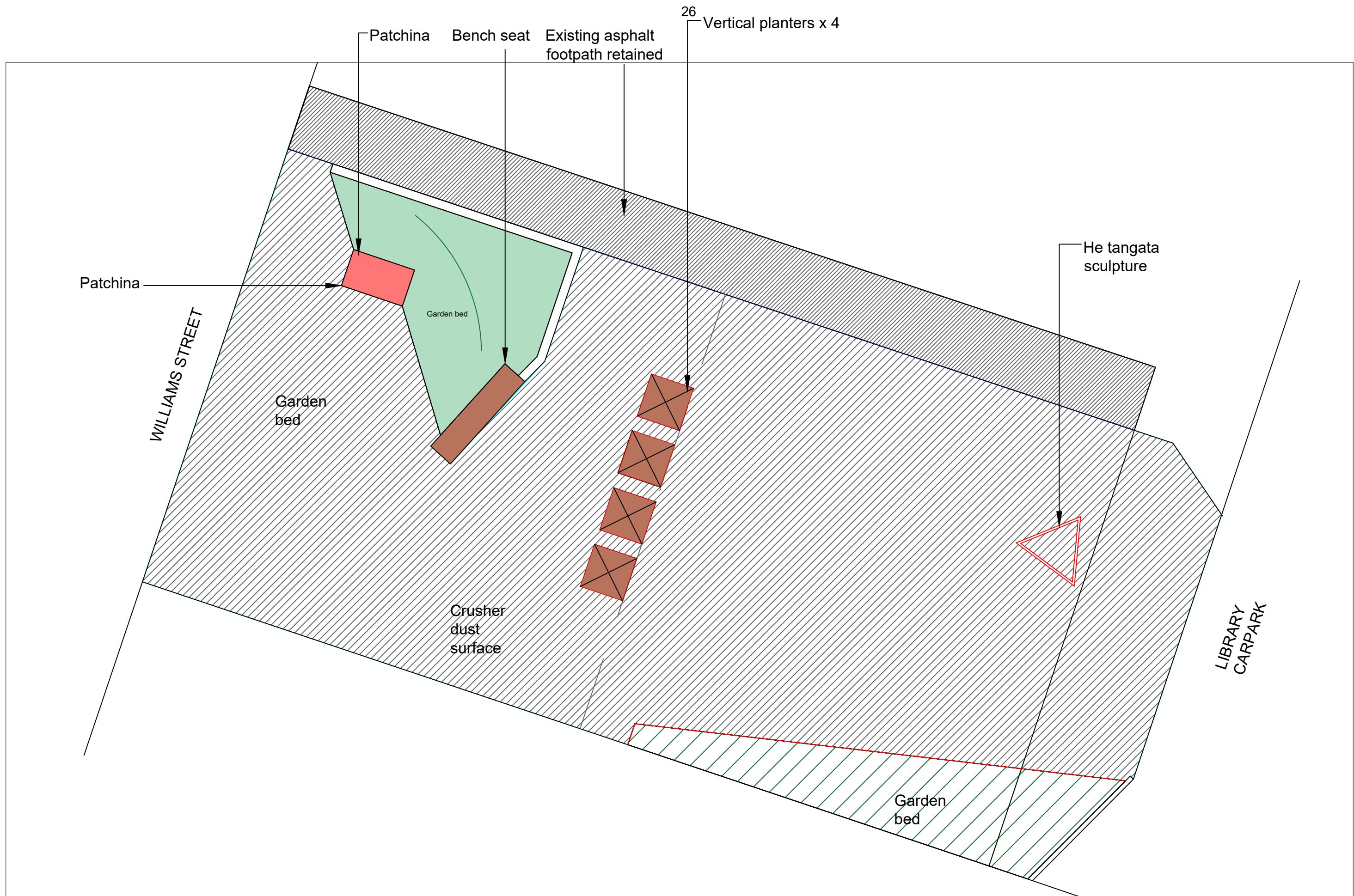
- There are wide ranging opportunities to support people's physical health, social and cultural wellbeing.

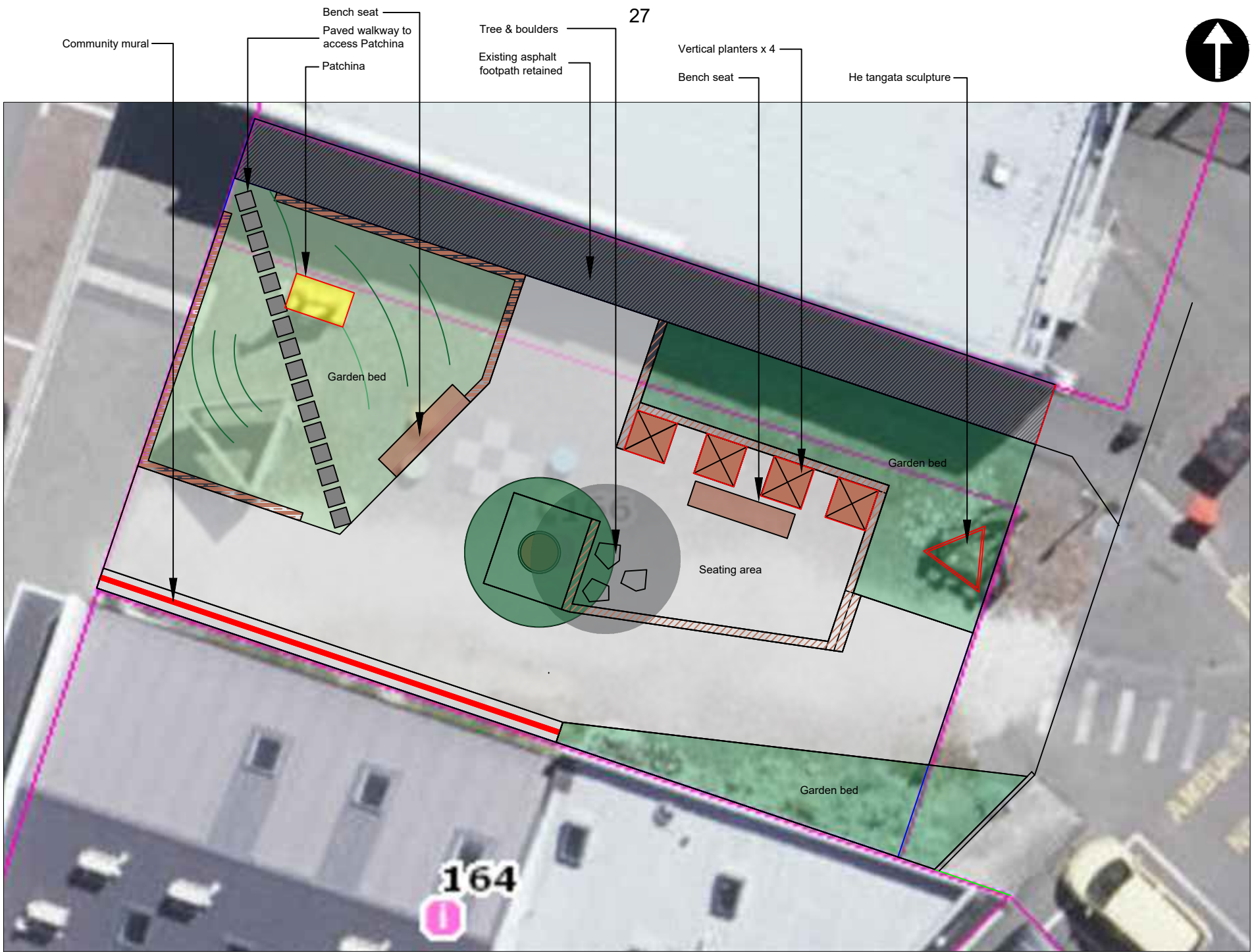
The distinctive character of our takiwā – towns, villages and rural areas is maintained, developed and celebrated;

- The centres of our towns are safe, convenient and attractive places to visit and do business
- Our rural areas retain their amenity and character
- Public spaces reflect the distinct narratives, character and cultural identity of our takiwā.

7.4. Authorising Delegations

The Kaiapoi Tuahiwi Community Board have the delegation to approve the implementation of the Patchina's Walkway Concept Plan.





WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** Gov-26-08-06 / 230504063759**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 15 May 2023**FROM:** Sarah Nichols, Governance Manager**SUBJECT:** Member for Representation Review Working Party**SIGNED BY:**
(for Reports to Council,
Committees or Boards)_____
General Manager

Acting Chief Executive**1. SUMMARY**

- 1.1 The purpose of this report is to seek a member from the Kaiapoi-Tuahwi Community Board (the Board) to participate in a Representation Review Working Party. This follows the Council meeting of 2 May 2023 whereby the Council considered options to undertake a review and resolved to establish a working party to further assess the need of such a review ahead of the 2025 Local Body elections or wait until the lead-up to the 2028 Local Body elections.
- 1.2 The Local Electoral Act 2001 requires local authorities to review their representation arrangements on a regular basis, being at least once every six years. The previous Council undertook a review in preparation for the 8 October 2022 Local Body elections. The recommendation from the Representation Review Working Party was that the status quo (with one minor change) remain, and that another review be carried out in the shorter time frame of three years to allow for the uneven growth in the District to be formally captured from the updated 2023 Census data.

Attachments:

- i. Draft Representation Review Working Party Terms of Reference (Trim 230421056350).
- ii. Report to Council 2 May 2023 (Trim 230421056342)

2. RECOMMENDATION**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** report No. 230504063759.
- (b) **Appoints** Board member, (non-Councillor) to the Representation Review Working Party.
- (c) **Notes** that one member (non-Councillor) from each of the Rangiora-Ashley, Kaiapoi-Tuahwi, Woodend-Sefton and Oxford-Ohoka Community Boards would be appointed by their respective Boards to be members of the Representation Review Working Party.
- (d) **Notes** Councillors Goldsworthy, Mealings and Redmond have been appointed by the Council, alongside the Mayor to the membership of the Representation Review Working Party.
- (e) **Notes** the initial work of the group is to determine with further clarity the need to undertake a full Representation Review prior to the 2025 Local Body elections, and report back to the Council prior to December 2023.
- (f) **Notes** the working party meetings will most likely be held on Thursday mornings, on a regular basis once membership is fully established.

3. **BACKGROUND**

Representation Review

- 3.1 As defined by the Local Electoral Act, Representation Reviews are reviews of the representation arrangements for the local authority. In the case of territorial authorities, they include the basis of election for councillors (at large, wards or a mix of both), and the establishment (or dis-establishment) of community boards. The review determines for each local authority the detailed arrangements on the number of electoral subdivisions (if any), their boundaries, names, and number of members to be elected.
- 3.2 There are a number of steps that the Local Government Commission recommends as part of best practice when considering representation reviews. These include, but not limited to:
- i. Giving consideration to significant changes in population in some areas which impact on fair representations, i.e. approximate equality between councillors in the numbers represented.
 - ii. Council and community views on community boards, retention or disestablishment and the size of those boards.
 - iii. Consideration of preliminary consultation with the community, including Māori.
 - iv. Identifying communities of interest. Communities of interest can be defined in terms of such characteristics as: sense of community identity and belonging reinforced by distinctive physical and topographical features; similarities in economic or social activities; similarities in the demographic, socio-economic and/or ethnic characteristics of the residents of a community; distinct local history of an area; local iwi; dependence on shared facilities and services in an area including schools, recreational and cultural facilities, retail outlets, transport and communication links. The LGA, s14(1)(c) states “when making a decision, a local authority should take account of the interests of future as well as current communities.”
 - v. Determining effective representation for identified communities of interest and consider fairness of representation. This includes the +/- 10% rule of average population size per ward or constituency. For local authorities, a minimum of five Councillors to a maximum of 29 Councillors is permissible, in addition to the Mayor.
- 3.3 The Local Electoral Act requires local authorities to review their representation arrangements on a regular basis. Previously, this was required to take place every triennium, but an amendment to the Act in 2002 meant that local authorities could determine their representation on the first occasion either in 2003 or 2006, and subsequently, at least once every six years after the first determination. A review may be undertaken after three years but local authorities are not required to do so. The Waimakariri District Council carried out its initial review in 2003 and subsequent reviews in 2009, 2015 and 2020.
- 3.4 The Council is required by statute to apply the ‘ordinary resident population’ figures derived either from the most recent Census or from population estimates prepared by Statistics New Zealand. The population data that most accurately reflects its current situation must be applied. Staff are also required to keep the Local Government Commission, the Surveyor-General of Land Information New Zealand, and the Government Statistician (Statistics New Zealand) informed of progress with the Representation Review. Information is also required to be furnished to the Remuneration Authority and the Secretary for Local Government (Department of Internal Affairs).
- 3.5 In July 2022, the Government announced the introduction of the Local Government Electoral Legislation Bill (the Bill) which would amend the Local Electoral Act particularly around how councils consider specific Māori representation (Māori wards and Māori constituencies). This Bill is currently going through Parliament, and a recent announcement advised that due to the North Island severe weather events there would be a delay to the provisions requiring councils to consider Māori representation as part of their representation review until after the 2025 local government elections. Councils will still have the ability to optionally consider Māori representation. The other proposals in the Bill which would come into effect when the Bill is passed (expected to be in this Parliamentary term) is an update to the process for tied elections, including an automatic judicial recount before any coin toss and enabling all candidates to submit electronic nominations.

- 3.6 The recommendation from the Representation Review Working Party for the 2022 Local Body Election was that the status quo remain with the retention of boundaries, number of elected members, ward and community board names. One minor change was proposed involving the Rangiora-Ashley Subdivision with a membership of six (rather than five) members from the Rangiora (urban) subdivision and two (rather than three) community board members from the Ashley (rural) subdivision. The recommendation followed consultation, a hearing and discussion by the Working Party and was confirmed by Council on 2 November 2021. There were no appeals to the final proposal.

Māori Wards

- 3.7 The Local Electoral Act provided that Māori wards or constituencies may be established for territorial authorities and can be achieved either by way of a Council resolution or as the outcome of a poll of electors. Due to the North Island severe weather events, there has been a delay to the provisions requiring councils to consider Māori representation as part of their representation review until after the 2025 local government elections. Councils will still have the ability to optionally consider Māori representation.
- 3.8 Based on currently released census data relating to Māori Electoral Population (MEP) and General Electoral Population (GEP) the district currently does not have enough people enrolled on the roll to enable a Māori ward being established based on the formula provided by the Local Government Commission and the present number of councillors. This information will be worked through further, subject to Electoral Act considerations and consultation with Ngāi Tūāhuriri Rūnanga prior to November 2023. Previous consultation with Ngāi Tūāhuriri Rūnanga ahead of the confirmed 2022 election process held no appetite for the establishment of a Maori Ward. If the Council resolve otherwise it would have an effect on the Representation Review outcomes, therefore some timeframes outlined in this report may require amendment.
- 3.9 It is intended a report be brought before the Council at its November meeting for consideration following consultation with the Rūnanga.

Youth Vote

- 3.10 Following the Supreme Court ruling the country's current voting age of 18 was discriminatory, other amendments to the Local Electoral Act are anticipated to be introduced in the next three months relating to the youth vote, enabling 16- and 17-year-olds to vote in the 2025 Local Body elections. It is estimated that 130,000 youth will be entitled to vote in the October 2025 local body elections. Statistics on how many people will be eligible in Waimakariri is currently unavailable, however it will have some impact on the Representation Review and preparations for the election processes.

4. ISSUES AND OPTIONS

Representation Review

- 4.1 The Representation Review Working Party for the 2022 Local Body Election noted the uneven growth in the District that had occurred after the 2018 Census. In particular, the north-eastern area of the District was experiencing high growth (and has continued to do so). It was raised at that time that staff would recommend to the incoming Council that another Representation Review occur in early 2023, ahead of the 2025 local body elections to better reflect growth patterns. Representation Reviews and changes to electoral membership and boundaries require the most current Census data to be utilised rather than council building or projected growth statistics.
- 4.2 Census data from the 2023 Census is expected to be released by Statistics NZ towards the end of the year, however associated work can begin, without the current population data, to assist with the work programme and compliance of completion of key aspects. Since 2018, building consent data shows there have been 678 dwellings built in Kaiapoi, 739 in Rangiora and 1,450 in Woodend/Pegasus. It is considered that more work will be required to assess appropriate representation proposals for 2025, with significant boundary changes involved due to the population shifts that have occurred since the last Census.

- 4.3 At the Council meeting of 2 May 2023, which sought a Representation Review and membership to a working party, the Council resolved to establish the working party for the purposes of undertaking further research into the need to progress with a Review ahead of the 2025 Local Body elections, or potentially wait until the period prior to the 2028 Local Body elections. The Council sought further clarity on costs associated with the review, and impacts on representation, and availability of Census data to inform a decision to continue or delay the Review. A report is anticipated prior to December to update the Council and enable the Council to form a view going forward.
- 4.4 Should the Council decide to undertake a Representation Review ahead of the 2025 Local Body elections, then the established working party will continue with that work into 2024.
- 4.5 The Management Team has reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

- 5.1.1 Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are likely to have an interest in the subject matter of this report.
- 5.1.2 The Waimakariri District currently does not have enough people enrolled on the roll to enable a Māori ward being established based on the formula provided by the Local Government Commission and the present number of Councillors. This information will be worked through further, subject to Electoral Act considerations and consultation with Ngāi Tūāhuriri Rūnanga prior to November 2023.
- 5.1.3 Ngāi Tūāhuriri Rūnanga will be consulted regarding a Māori ward, ahead of any advertising. The process for consultation regarding the Representation Review itself is outlined in the legislation and the timetable provides for the formal consultation process in June/September 2024 with informal consultation occurring with the community in later 2023/early 2024.

5.2 **Groups and Organisations**

There are no other groups and organisations other than those who requested information likely to be affected by or interested in this report's subject matter.

5.3 **Groups and Organisations**

- 5.3.1 The public has an opportunity to express an opinion regarding the voting method by way of seeking a poll after Council's decision is advertised. There is no evidence that the community has had a change of opinion since the survey undertaken in 2002.
- 5.3.2 Should the Council resolve to continue with the FPP system, advertising will be undertaken in August of the proposal, noting the opportunity to demand a poll.
- 5.3.3 It is recommended that the Representation Review Working Party hold several information/drop in sessions during the informal consultation process to enable stakeholders and interested members of the community to informally share their views in relation to the Representation Review. These views would assist the Working Party establishing a draft proposal for Council consideration and subsequent Special Consultative Process in later 2024.

5.4 **Wider Community**

As per above comments.

6. **IMPLICATIONS AND RISKS**

6.1 **Financial Implications**

- 6.1.1 The Council would be faced with the costs of a poll should one be demanded. Should the Council decide to use the STV method, as opposed to the FPP method, the actual costs of election may increase slightly by way of processing costs due to the greater complexity of the method. That exercise has not been investigated, but a report could be sought from the Returning Officer.
- 6.1.2 The Governance unit hold budget allocation for the Representation Review process. There is minimal operational budget and staff time for the 2023/24 financial year to undertake informal consultation and information gathering before formulating the proposal that will be consulted on through a Special Consultative Process. There is budget allocation of \$25,000 allocated for Statistics NZ certified maps and associated documentation that is required as part of the final process.
- 6.1.3 If an independent Chairperson for the Representation Review Working Party was appointed, additional budget would need to be sourced to cover associated costs. A report would come back to the Council detailing costs and outline of the specific requirements, if needed.

6.2 **Community Implication**

The community has opportunities to input into the process and potentially change the representation of elected membership at Council and Community Boards, and the names of those Community Boards. The community has the right to be represented fairly across the district with proportional number of elected members.

6.3 **Risk Management**

Limited risk to the Council as legislative processes is followed and the community consulted. There is a financial risk if additional funding is sought through the LTP for additional consultation and expertise to complete the project. Currently it is deemed appropriate to keep the work in-house.

6.4 **Health and Safety**

Not applicable.

7. **CONTEXT**

7.1 **Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2 **Legislation**

Local Electoral Act 2001 and Local Government Act 2002.

The most relevant sections of the legislation are contained in Part 1A sections 19A to 19Y of the Local Electoral Act 2001 and sections 27 to 34.

New Zealand Geographic Board Act 2008 and Locality Definition and Naming AS NZS 4819-2011.

7.3 **Community Outcomes**

There are wide ranging opportunities for people to contribute to the decision making that effects our District.

7.4 **Delegations**

The Council is delegated by legislation to make decisions related to voting systems.

The Local Government Commission confirms the final determination of the Representation Review, following recommendations of the Council and subject to appeal from the community.

Appendix A: Timelines diagram

Figure 1 below is a summary of the timelines leading up to a round of local government elections. Refer to the relevant sections in these guidelines for detailed information about the associated requirements.

Figure 1 includes the dates relating to choosing electoral systems and establishing Māori wards/constituencies that must be met for any new resolutions to apply in the upcoming local government elections.

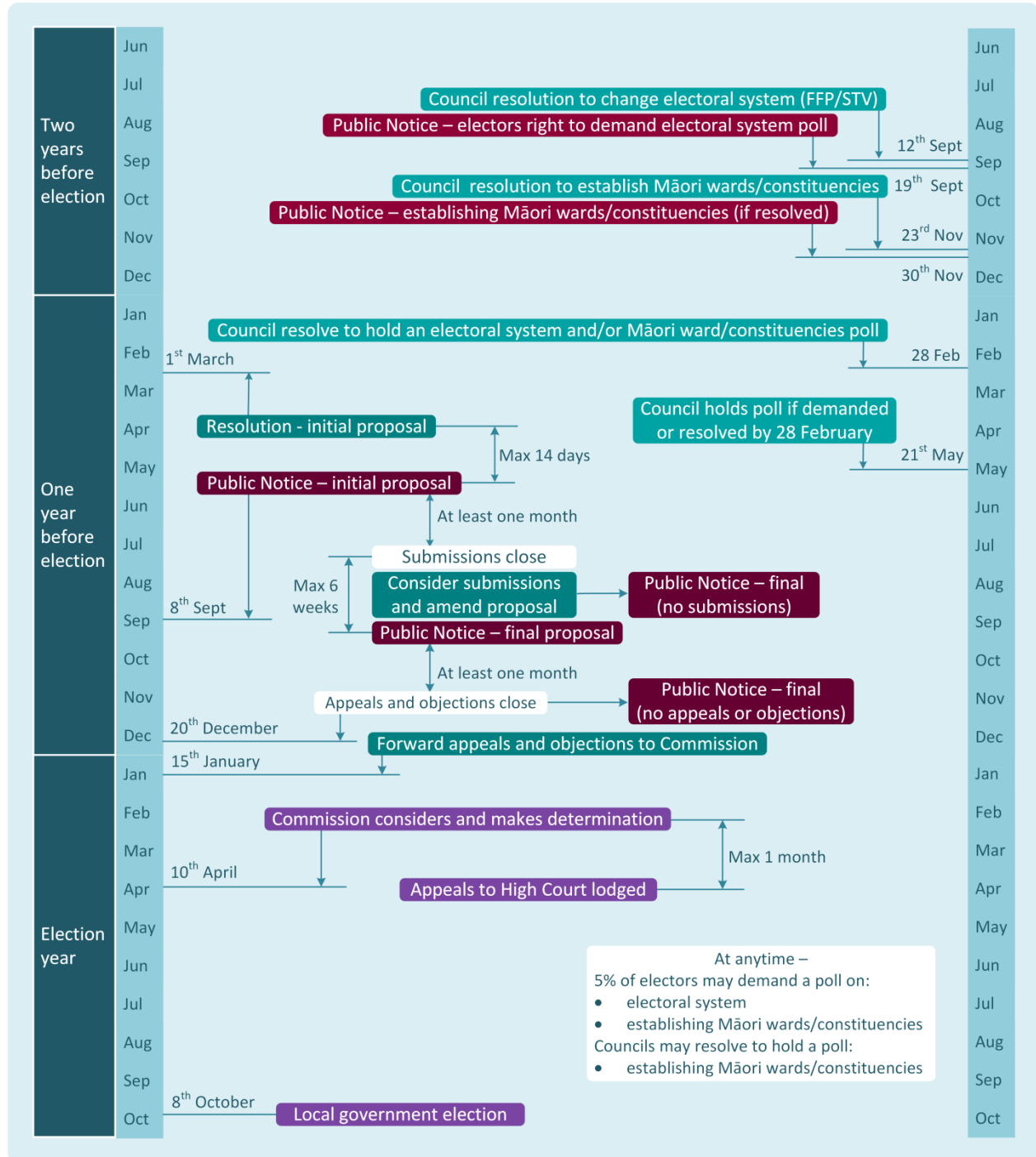


Figure 1: Timelines leading up to local government elections



TERMS OF REFERENCE COUNCIL AND COMMITTEES

2023 Representation Review Working Party

1. Establishment

The Working Party is established May 2023, following Council resolution and subsequent appointments by the Districts four Community Boards.

The Working Party shall be dis-established following the adoption of the Representation Review by Council (October/November 2024), subject to any appeal, objection and determination of the Local Government Commission.

2. Membership

Mayor D Gordon
Councillor xxx from Kaiapoi-Woodend ward
Councillor xxx from Rangiora-Ashley ward
Councillor xxx from Oxford-Ohoka ward
Community Board member xxx from Kaiapoi-Tuahiwi community
Community Board member xxx from Rangiora-Ashley ward
Community Board member xxx from Woodend-Sefton community
Community Board member xxx from Oxford-Ohoka ward.
Sarah Nichols, Governance Manager, WDC
Chief Executive, WDC

3. Quorum

A quorum at any meeting of the Representation Review Working Party be half the appointed membership (including vacancies) therefore a quorum of four (4) is required.

4. Chairperson

The membership of the Working Party (excluding staff) will choose a Chairperson from the Working Party membership.

If neutrality as Chair is unable to be maintained then the Working Party may seek approval from Council to re-consider the appointment of an independent Chairperson.

5. Terms of Reference

5.1 Abide by the legislative timeframes and that of Council resolution.

5.2 Undertake the following

- a) Examine the underlying principles of representation as set out in the *Local Electoral Act 2001*, s.4, as these apply to the Waimakariri District;
- b) Identify communities of interest currently existing within the Waimakariri District and consider new communities of interest;
- c) Examine the options available to territorial authorities for providing fair and effective representation for individuals and communities, namely –



TERMS OF REFERENCE COUNCIL AND COMMITTEES

2023 Representation Review Working Party

- Election of councillors 'at large',
 - Election of councillors from wards,
 - Election of councillors through a mix of wards and 'at large' elections;
 - the desirability of Community Boards;
 - the most appropriate number of Councillors;
 - the most appropriate number of Community Board members
 - if Wards are proposed, the number of Wards;
 - if subdivisions and communities are required;
 - the estimated costs for the preferred option, and any other options proposed for consideration;
- d) Consult with the current four Community Boards; Ngāi Tūāhuriri Rūnanga; and any other group identified as having a direct interest in the review;
- e) Hold a minimum of two, informal drop-in/information sessions within the wards to gain stakeholders and community views prior to May 2024, as part of the initial pre-consultation information gathering to assist with formulating a proposal for Council prior to full public consultation scheduled for June/July 2024.
- f) Prepare a Draft Consultation document for Council consideration at its May 2024 meeting to undertake a Special Consultative Procedure ahead of hearings and final proposal consideration by the Council later in 2024.

6. Budget

Notes that the Governance unit hold budget allocation for the Representation Review process. There is minimal operational budget and staff time for the 2023/24 financial year to undertake informal consultation and information gathering before formulating the proposal that will be consulted on through a Special Consultative Process. There is budget allocation of \$25,000 allocated for Statistics NZ certified maps and associated documentation that is required as part of the final process. If extensive promotion was recommended by the Working Party additional budget would need to be sought from the Council.

If an independent Chairperson for the Representation Review Working Party was appointed, additional budget would need to be sourced to cover associated costs.

7. Expertise

Principal Council staff assisting the working party will be:

- Chief Executive
- Governance Manager, Sarah Nichols (Project Manager)
- Governance Support Officer, Emma Stubbs

From time to time outside expertise may be required and the Working Party has the authority to consult with outside persons with specialist knowledge relevant to the spirit of the Representation Review should the need arise. Other specialist in-house staff will be called upon by the Working Party to contribute with advice from time to time (ie Communications, GIS mapping, Policy team (surveys and populations) during the Working Party duration.



**TERMS OF REFERENCE
COUNCIL AND COMMITTEES**

2023 Representation Review Working Party

8. Administration

All meetings will have agendas and be minuted. Documentation will be kept, as required and appropriate for the Local Government Commission, which assists their review of evidence and assessment prior to the Commission issuing the final determination. The Governance team will provide administration support.

9. Frequency of Meeting

As required, however due to the workflows of staff and elected members it is proposed that all working party meetings occur on Thursdays from 9.30am to 11.30am, commencing mid-September 2023. Meetings are anticipated to be monthly until such time as Council has considered public submissions (October 2024), ahead of the determination of the Local Government Commission.

DRAFT

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: Gov-32 / 230421056342

REPORT TO: Council

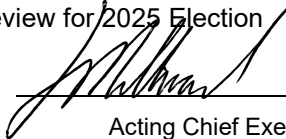
DATE OF MEETING: 2 May 2023

FROM: Sarah Nichols, Governance Manager

SUBJECT: Voting Method and Representation Review for 2025 Election

SIGNED BY:
(for Reports to Council,
Committees or Boards)

_____ General Manager

 _____ Acting Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to inform the Council on the method of voting to be used for the 2025 Local Authority Election. In October 2017 the previous Council resolved to use First Past the Post voting (FPP) for the 2022 and 2025 elections. This Council may resolve to change the voting method to Single Transferable Vote (STV), prior to September 2023.
- 1.2 The report also requests that a Representation Review Working Party be established, and members appointed to it, to undertake a review during 2023/24 with the determination to take effect for the 2025 Local Body elections.
- 1.3 The Local Electoral Act 2001 requires local authorities to review their representation arrangements on a regular basis, being at least once every six years. The previous Council undertook a review in preparation for the 8 October 2022 Local Body elections. The recommendation from the Representation Review Working Party was that the status quo (with one minor change) remain, and that another review be carried out in the shorter time frame of three years to allow for the uneven growth in the District to be formally captured by the 2023 Census.
- 1.4 The report also noted the Electoral Officer and Deputy Electoral Officer for the Council, as resolved by the previous Council. The Council must have these positions in place at all times, and this arrangement has continued from the previous Council. Should this Council wish to review the Electoral Officer position a further report would be presented to the Council with options.

Attachments:

- i. Draft Representation Review Working Party Terms of Reference (Trim 230421056350).

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 230421056342.
- (b) **Notes** Anthony Morton from Electionz.com as the Electoral Officer for the Council.
- (c) **Notes** Sarah Nichols from the Council as the Deputy Electoral Officer for the Council.

- (d) **Authorises** staff to advertise the intention of the First Past the Post (FPP) voting system for the 2025 local authority elections and report back to the Council before August 2023.
- (e) **Establishes** a Representation Review Working Party and approves the Terms of Reference. (Trim 230421056350), which once established, will meet regularly on Thursday mornings.
- (f) **Appoints** Mayor Gordon and Councillors,, (being one councillor from each ward) to the Representation Review Working Party.
- (g) **Approves** one member (non-Councillor) from each of the Rangiora-Ashley, Kaiapoi-Tuahiri, Woodend-Sefton and Oxford-Ohoka Community Boards being appointed by their respective Boards to be members of the Representation Review Working Party.
- (h) **Notes** a report will come before Council for consideration on the Maori ward matter following consultation with Ngāi Tūāhuriri Rūnanga and consideration of amendments to the Local Government Electoral Act legislation.
- (i) **Circulates** a copy of this report to each Community Board.

3. **BACKGROUND**

Voting System

- 3.1 Under the FPP (First Past the Post) electoral system, the candidate with the most votes wins. This is a very simple method of electing candidates and is widely used throughout the world. It was used in New Zealand for Parliamentary elections up until the introduction of MMP (Mixed Member Proportional) in the 1996 general election. STV stands for Single Transferable Vote. In its simplest form, STV means that voters are able to rank candidates in order of preference, rather than simply pick their most preferred candidate for each vacancy. Although FPP is very simple, some people have argued that the results of an FPP election may not always reflect the wishes of the majority of voters, whilst anecdotal public feedback is that the STV systems is confusing and cumbersome.
- 3.2 In 2002 the Council resolved to consult with the community before making the decision to hold the 2004 and 2007 elections by using the FPP method as opposed to the STV method. Information was sent out with the rates instalment notices and an advertisement was placed in the Northern Outlook. Of the responses received in 2002, 782 favoured retention of the FPP system and 277 favoured a change to STV.
- 3.3 In 2008, the Council resolved to retain the FPP system and advertised its intentions for public submission and did this again in 2011, 2017 and 2020. No public feedback by way of demand of poll with the required voter percentage was received to change the voting system.
- 3.4 It is proposed that the Council retain the FPP system and advertise its intentions for public submission, prior to confirming the voting method.
- 3.5 In the 2022 Local Authority Elections 67 Territorial and Regional Councils used the FPP system and 11 Councils used the STV system. The Department of Internal Affairs is responsible for the oversight of any changes relating to voting methods or processes including on-line voting options.

Representation Review

- 3.6 As defined by the Local Electoral Act, Representation Reviews are reviews of the representation arrangements for the local authority. In the case of territorial authorities, they include the basis of election for councillors (at large, wards or a mix of both), and the establishment (or dis-establishment) of community boards. The review determines for each local authority the detailed arrangements on the number of electoral subdivisions (if any), their boundaries, names and number of members to be elected.
- 3.7 There are a number of steps that the Local Government Commission recommends as part of best practice when considering representation reviews. These include, but not limited to:
- i. Giving consideration to significant changes in population in some areas which impact on fair representations; ie approximate equality between councillors in the numbers represented.
 - ii. Council and community views on community boards, retention or disestablishment and the size of those boards.
 - iii. Consideration of preliminary consultation with the community, including Maori.
 - iv. Identifying communities of interest. Communities of interest can be defined in terms of such characteristics as: sense of community identity and belonging reinforced by distinctive physical and topographical features; similarities in economic or social activities; similarities in the demographic, socio-economic and/or ethnic characteristics of the residents of a community; distinct local history of an area; local iwi; dependence on shared facilities and services in an area including schools, recreational and cultural facilities, retail outlets, transport and communication links. The LGA, s14(1)(c) states “when making a decision, a local authority should take account of the interests of future as well as current communities.”
 - v. Determining effective representation for identified communities of interest and consider fairness of representation. This includes the +/- 10% rule of average population size per ward or constituency. For local authorities, a minimum of five Councillors to a maximum of 29 Councillors is permissible, in addition to the Mayor.
- 3.8 The Local Electoral Act requires local authorities to review their representation arrangements on a regular basis. Previously, this was required to take place every triennium, but an amendment to the Act in 2002 meant that local authorities could determine their representation on the first occasion either in 2003 or 2006, and subsequently, at least once every six years after the first determination. A review may be undertaken after three years but local authorities are not required to do so. The Waimakariri District Council carried out its initial review in 2003 and subsequent reviews in 2009, 2015 and 2020.
- 3.9 The Council is required by statute to apply the ‘ordinary resident population’ figures derived either from the most recent Census or from population estimates prepared by Statistics New Zealand. The population data that most accurately reflects its current situation must be applied. Staff are also required to keep the Local Government Commission, the Surveyor-General of Land Information New Zealand and the Government Statistician (Statistics New Zealand) informed of progress with the Representation Review. Information is also required to be furnished to the Remuneration Authority and the Secretary for Local Government (Department of Internal Affairs).

- 3.10 In July 2022, the Government announced the introduction of the Local Government Electoral Legislation Bill (the Bill) which would amend the Local Electoral Act particularly around how councils consider specific Māori representation (Māori wards and Māori constituencies). This Bill is currently going through Parliament, and a recent announcement advised that due to the North Island severe weather events there would be a delay to the provisions requiring councils to consider Māori representation as part of their representation review until after the 2025 local government elections. Councils will still have the ability to optionally consider Māori representation. The other proposals in the Bill which would come into effect when the Bill is passed (expected to be in this Parliamentary term) is an update to the process for tied elections, including an automatic judicial recount before any coin toss and enabling all candidates to submit electronic nominations.

Youth Vote

- 3.11 Following the Supreme Court ruling the country's current voting age of 18 was discriminatory, other amendments to the Local Electoral Act are anticipated to be introduced in the next three months relating to the youth vote, enabling 16 and 17 year olds to vote in the 2025 Local Body elections. It is estimated that 130,000 youth will be entitled to vote in the October 2025 local body elections. Statistics on how many people will be eligible in Waimakariri is currently unavailable, however it will have some impact on the Representation Review and preparations for the election processes.

Electoral Officers

- 3.12 It is noted that the Electoral Officer is an appointment which can only be made by the Council. The Council must have an appointed Electoral Officer at all times and they retain the position until death or resignation or the Council appoints otherwise. This Council has used the services of Electionz.com for some time and the officer, Anthony Morton. The company has a good understanding of the District requirements. The contract for the associated services with Electionz.com is an operational matter and for practical purposes is with the Electoral Officer's company. Although the Deputy Electoral Officer is capable and experienced of overseeing the election process, by utilising a specialist company the Council maintain a level of independent advice and responsibility as the Deputy Electoral Officer has an ongoing relationship with all elected members. A deputy electoral officer has all the powers of the Electoral Officer, and is not subject to directions of any local authority or community board in exercising the powers or carrying out the duties of the Act. The Electoral Officer can appoint the deputy officer, and is supportive of Sarah Nichols continuing in the role.

4. ISSUES AND OPTIONS

Voting System

- 4.1. Councils must choose one of two voting systems for the Council Elections, being either First Past the Post (FPP), or the Single Transferable Vote (STV). In 2017 the Council confirmed its intention to retain the FPP voting system for the 2022 and 2025 local government elections. This report reaffirms that decision of the previous Council.
- 4.2. There is an opportunity for the community to poll for a change of method. The local authority must give public notice of the right of 5% of the electors to demand a poll on the future electoral system. Ninety days must be given following the public notice allowing electors to gather sufficient signatures to demand that a poll be held to change the electoral system. After which time the local authority may resolve to undertake a poll of electors.

Representation Review

- 4.3. The recommendation from the Representation Review Working Party for the 2022 Local Body Election was that the status quo remain with the retention of boundaries, number of elected members, ward and community board names. One minor change was proposed involving the Rangiora-Ashley Subdivision with a membership of six (rather than five) members from the Rangiora (urban) subdivision and two (rather than three) community board members from the Ashley (rural) subdivision. The recommendation followed consultation, a hearing and discussion by the Working Party and was confirmed by Council on 2 November 2021. There were no appeals to the final proposal.
- 4.4. The Representation Review Working Party for the 2022 Local Body Election noted the uneven growth in the District that had occurred after the 2018 Census. In particular, the north-eastern area of the District was experiencing high growth (and has continued to do so). It was raised at that time that staff would recommend to the incoming Council that another Representation Review occur in early 2023, ahead of the 2025 local body elections to better reflect growth patterns. Representation Reviews and changes to electoral membership and boundaries require the most current Census data to be utilised rather than council building or projected growth statistics.
- 4.5. Census data from the 2023 Census is expected to be released by Statistics NZ towards the end of the year, however associated work can begin, without the current population data, to assist with the work programme and compliance of completion of key aspects. Since 2018, building consent data shows there have been 678 dwellings built in Kaiapoi, 739 in Rangiora and 1,450 in Woodend/Pegasus. It is considered that more work will be required to assess appropriate representation proposals for 2025, with significant boundary changes involved due to the population shifts that have occurred since the last Census.
- 4.6. When the 2009 Representation Review was undertaken an independent Chairperson was appointed. In 2015 and 2021 it was considered unnecessary to appoint an independent Chairperson given the proposed balanced membership of the working party, with their combined knowledge of local communities and the best practice processes that would be followed in accordance to the Local Government Commission guidelines and legislative requirements, and the staff knowledge of legislation and statistics. For the proposed upcoming Review, it is considered that the majority of the work can be done utilising existing in-house staff knowledge, in conjunction with members of the working party to provide for a balanced process. This will also assist in prudent budgetary control. The matter could be reviewed, after informal consultation has occurred and prior to the Special Consultative Process occurring, with potential short term, targeted specialist knowledge being sought, if deemed necessary. The Representation Review is subject to appeal and objections to the Local Government Commission. An appeal occurred in 2016 overturning one aspect of the Council resolution involving the creation of the Woodend-Sefton Community Board. There was no appeal in 2022.

Maori Wards

- 3.13 The Local Electoral Act provided that Maori wards or constituencies may be established for territorial authorities and can be achieved either by way of a Council resolution or as the outcome of a poll of electors. Due to the North Island severe weather events, there has been a delay to the provisions requiring councils to consider Māori representation as part of their representation review until after the 2025 local government elections. Councils will still have the ability to optionally consider Māori representation.

- 4.7. Based on currently released census data relating to Maori Electoral Population (MEP) and General Electoral Population (GEP) the district currently does not have enough people enrolled on the roll to enable a Maori ward being established based on the formula provided by the Local Government Commission and the present number of councillors. This information will be worked through further, subject to Electoral Act considerations and consultation with Ngāi Tūāhuriri Rūnanga prior to November 2023. Previous consultation with Ngāi Tūāhuriri Rūnanga ahead of the confirmed 2022 election process held no appetite for the establishment of a Maori Ward. If the Council resolve otherwise it would have an effect on the Representation Review outcomes, therefore some timeframes outlined in this report may require amendment.
- 4.8. It is intended a report be brought before the Council at its November meeting for consideration following consultation with the Rūnanga.

Electoral Officers

- 4.9. The Council must have an Electoral Officer appointed at all times and the previous Council formally appointed Anthony Morton, of Electionz.com as the Electoral Officer for the Council. Often a staff member will be chosen by the Electoral Officer (in conjunction with Chief Executive approval), to be the Deputy Electoral Officer, however the previous Council also chose to formally appoint Sarah Nichols as the Deputy Electoral Officer. Both Anthony Morton and Sarah Nichols are suitably qualified and experienced to run the election process for the Local Body elections. These positions continue indefinitely until such a time as a Council formally resolves differently.
- 4.10. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

- 5.1.1. The public has an opportunity to express an opinion regarding the voting method by way of seeking a poll after Council's decision is advertised. There is no evidence that the community has had a change of opinion since the survey undertaken in 2002.
- 5.1.2. Should the Council resolve to continue with the FPP system, advertising will be undertaken in August of the proposal, noting the opportunity to demand a poll.
- 5.1.3. Ngāi Tūāhuriri Rūnanga will be consulted regarding a Maori ward, ahead of any advertising.
- 5.1.4. The process for consultation regarding the Representation Review itself is outlined in the legislation and the timetable provides for the formal consultation process in June/September 2024 with informal consultation occurring with the community in later 2023/early 2024.
- 5.1.5. It is recommended that the Representation Review Working Party hold several information/drop in sessions during the informal consultation process to enable stakeholders and interested members of the community to informally share their views in relation to the Representation Review. These views would assist the Working Party establishing a draft proposal for Council consideration and subsequent Special Consultative Process in later 2024.

5.2. Wider Community

As per above comments.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.1.1. The Council would be faced with the costs of a poll should one be demanded. Should the Council decide to use the STV method, as opposed to the FPP method, the actual costs of election may increase slightly by way of processing costs due to the greater complexity of the method. That exercise has not been investigated, but a report could be sought from the Returning Officer.
- 6.1.2. The Governance unit hold budget allocation for the Representation Review process. There is minimal operational budget and staff time for the 2023/24 financial year to undertake informal consultation and information gathering before formulating the proposal that will be consulted on through a Special Consultative Process. There is budget allocation of \$25,000 allocated for Statistics NZ certified maps and associated documentation that is required as part of the final process.
- 6.1.3. If an independent Chairperson for the Representation Review Working Party was appointed, additional budget would need to be sourced to cover associated costs. A report would come back to the Council detailing costs and outline of the specific requirements, if needed.

6.2. **Community Implication**

The community has opportunities to input into the process and potentially change the representation of elected membership at Council and Community Boards, and the names of those Community Boards. The community has the right to be represented fairly across the district with proportional number of elected members.

6.3. **Risk Management**

Limited risk to the Council as legislative processes are followed and the community consulted. There is a financial risk if additional funding is sought through the LTP for additional consultation and expertise to complete the project. Currently it is deemed appropriate to keep the work in-house.

6.4. **Health and Safety**

Not applicable.

7. **CONTEXT**

7.1. **Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

Legislation

Local Electoral Act 2001 and Local Government Act 2002.

The most relevant sections of the legislation are contained in Part 1A sections 19A to 19Y of the Local Electoral Act 2001 and sections 27 to 34.

New Zealand Geographic Board Act 2008 and Locality Definition and Naming AS NZS 4819-2011.

7.2. **Community Outcomes**

There are wide ranging opportunities for people to contribute to the decision making that effects our District.

7.3. **Delegations**

The Council is delegated by legislation to make decisions related to voting systems.

The Local Government Commission confirms the final determination of the Representation Review, following recommendations of the Council and subject to appeal from the community.

Appendix A: Timelines diagram

Figure 1 below is a summary of the timelines leading up to a round of local government elections. Refer to the relevant sections in these guidelines for detailed information about the associated requirements.

Figure 1 includes the dates relating to choosing electoral systems and establishing Māori wards/constituencies that must be met for any new resolutions to apply in the upcoming local government elections.

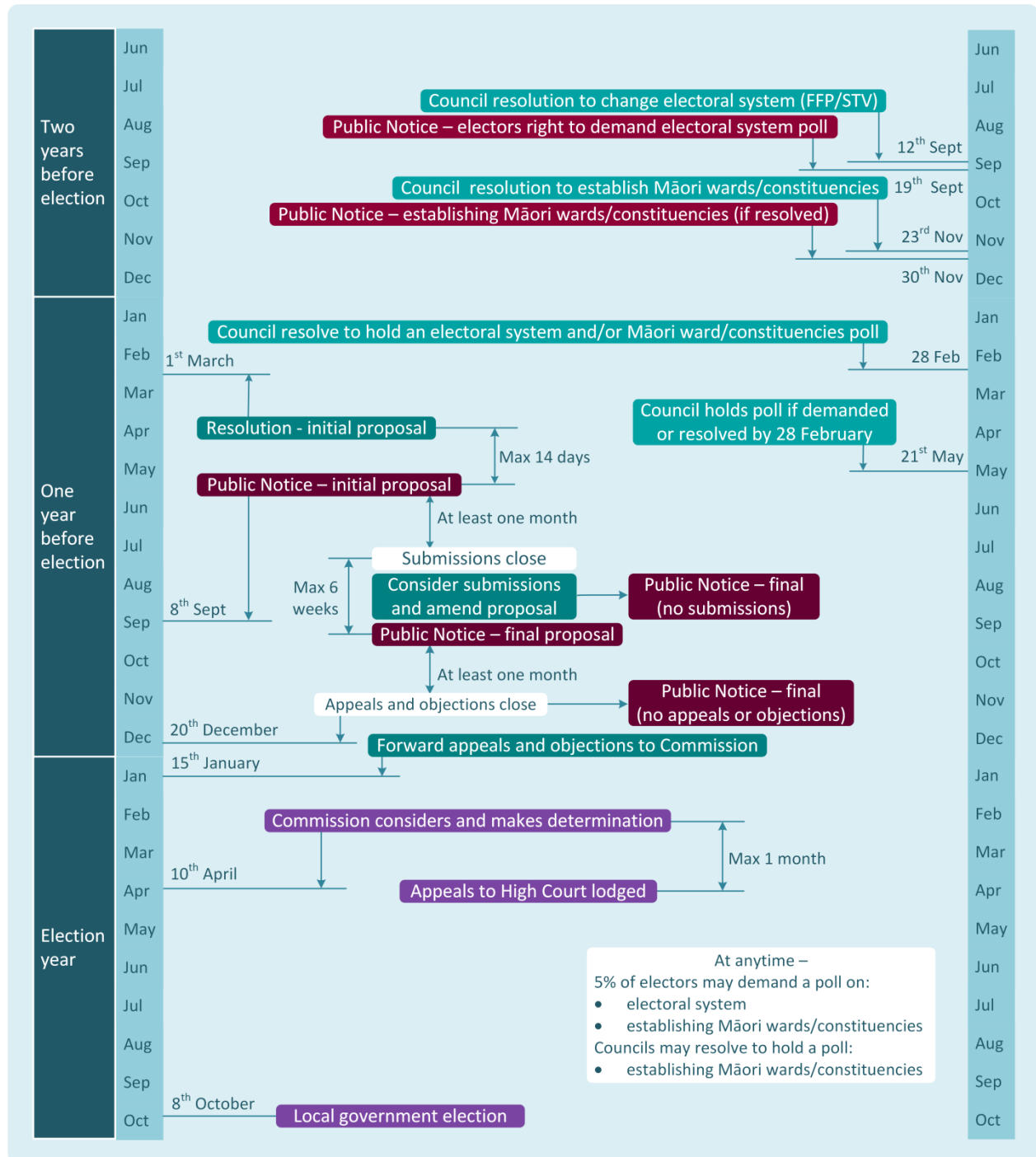


Figure 1: Timelines leading up to local government elections

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 230418053898

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 15 May 2023

AUTHOR(S): Kay Rabe, Governance Adviser

SUBJECT: Ratification of the Kaiapoi-Tuahwi Community Board's submission to the Waimakariri District Council and Environmental Canterbury's Draft 2023/24 Annual Plans

SIGNED BY: _____

General Manager


Acting Chief Executive

1 SUMMARY

The purpose of this report is to retrospectively ratify the Kaiapoi-Tuahwi Community Board's (the Board) submissions to the Waimakariri District Council's and Environmental Canterbury's (ECan) 2023/24 Draft Annual Plan.

Attachments:

- i. The Kaiapoi-Tuahwi Community Board Submission to the Waimakariri District Council Draft 2023/24 Annual Plan (Trim Ref: 230324041111).
- ii. The Kaiapoi-Tuahwi Community Board Submission to Environmental Canterbury's Draft 2023/24 Annual Plan (Trim Ref: 230324041079).

2 RECOMMENDATION

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** report No. 230418053898.
- (b) **Retrospectively ratifies** its submission to the Waimakariri District Council Draft 2023/24 Annual Plan (Trim Ref: 230324041111).
- (c) **Retrospectively ratifies** its submission to Environmental Canterbury's Draft 2023/24 Annual Plan (Trim Ref: 230324041079).

3 BACKGROUND

- 3.1 the Acting Chief Executive provided an overview of the Council's draft Annual Plan at the All-Boards' Workshop on 9 March 2023.
- 3.2 Subsequently, the Board held a workshop to discuss the content of its submissions on Thursday 23 March 2023. After that, various drafts, based on members' views, were circulated to Board members for review and comment.
- 3.3 The finalised submission to ECan was approved by the Chairperson on Monday, 3 April 2023 and was lodged on the same day. The finalised submission to the Council was approved by the Chairperson on 17 April 2023 and lodged on the same day.

4 ISSUES AND OPTIONS

- 4.1 The Board's goal is to actively participate in ECan and the Council's Annual and Long Term budget processes to ensure equitable spending across the Waimakariri District whilst being mindful of rates affordability.
- 4.2 As part of the Annual Plan process, the Board also aims to advocate to ECan and the Council on key issues and priorities for the Kaiapoi-Tuahiwi Ward area.
- 4.3 Although ECan did not formally consult on their Draft 203/24 Annual Plan, they did seek feedback from 27 February 2023 to 3 April 2023. Public consultation on the Council's Draft 2023/24 Annual Plan occurred from 17 March 2023 to 17 April 2023.
- 4.4 The Board is now requested to ratify the attached submissions retrospectively.
- 4.5 **Implications for Community Wellbeing:**
There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.6 The Management Team have reviewed this report.

5 COMMUNITY VIEWS

- 5.1 **Mana Whenua**
Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.
- 5.2 **Groups and Organisations**
No other groups and organisations are likely to be affected by or have an interest in the subject matter of this report. However, Board members welcomed feedback from community groups at the various meetings they attended to gauge the community's feelings regarding rates and Council expenditure.
- 5.2 **Wider Community**
The wider community is likely to be affected by or have an interest in the subject matter of this report. Therefore, ECan and the Council launched significant publicity campaigns to request community feedback on their Draft 2023/24 Annual Plans.

6 IMPLICATIONS AND RISKS

- 6.1 **Financial Implications**
Should the Council decide to implement some of the Board submission points, there may be budget implications for the Council. The Board do not receive funding from sources other than the Council.
- 6.2 **Sustainability and Climate Change Impacts**
The recommendations in this report do not have sustainability or climate change impacts.
- 6.3 **Risk Management**
There are no risks arising from the adoption of the recommendations in this report.
- 6.4 **Health and Safety**
There are no health and safety-related issues from the adoption of the recommendations in this report.

7 CONTEXT

7.1 Consistency with Policy

These matters are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2 Authorising Legislation

The Local Government Act (2002) states that the role of a Community Board is to represent and advocate for the interests of its community.

7.3 Consistency with Community Outcomes

People are friendly and caring, creating a strong sense of community in our District.

There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 Authorising Delegations

The Board is required to advocate on behalf of the Community to ECan and the Council on key issues and priorities for the community area, especially through the Annual and Long Term planning and budgeting process.

To: Waimakariri District Council

Submission: Draft Annual Plan 2023/2024

From: Kaiapoi-Tuahiwi Community Board

Contact: Jackie Watson (Chairperson) jackie.watson@wmk.govt.nz
 Kay Rabe (Governance Adviser) com.board@wmk.govt.nz

The Chairperson wishes to be heard with regard to this submission.

The Kaiapoi-Tuahiwi Community Board (the Board) would like to thank the Council for the opportunity to submit the Draft Annual Plan 2023/24.

The Board notes the five categories under direct consultation:

- ✓ Investment needed to meet new water standards.
- ✓ Stormwater upgrades needed to respond to extreme weather events.
- ✓ Inflation fuelling higher roading costs.
- ✓ Other Issues
 - Central Government-led Reforms
 - Climate Change and Sustainability
 - Community Facilities
 - Rubbish and Recycling
 - Rate Revaluation
 - Inflation and Depreciation

Key Issues

Water Standards and Stormwater Upgrades

- The Board supports the Council's preferred options.
- The Board encourages the Council to continue implementing rationalised rates on drainage/stormwater and drinking water rather than rating per scheme/system.

Inflation on Roding

- The Board supports Option B 'Only fund maintenance', as it believes this is only a one-year delay before the next three-year Waka Kotahi funding period. Furthermore, the Board feels that the capital works roading programme is ambitious and unlikely to be achieved. Therefore, the funding could be spread over those projects that have priority.

Central Government Reforms

- The Board would like to acknowledge the work carried out by the Council concerning the reforms, especially in relation to the Three Waters reform.
- The Board supports the Council continuing along this course.
- The Board supports the Council continuing along this course.

Board Requests

Galleries in the District

- The Board requests that serious consideration be given to the improved promotion of the three Art Galleries in the district. The three volunteer-run galleries provide valuable opportunities to artists, education to residents and are a visitor attraction, drawing in considerable numbers to the district with spending potential.
- More promotion to targeted sectors and through digital media to increase sales of artworks would help considerably in the viability of each gallery. The Board notes more could be done in this area given the staff skills and reach the Council has across all media types, especially digital.
- Advertising is expensive for each gallery but essential as a reminder and notification of exhibitions to the public, residents, day trippers or tourists. The district is missing out on increasing visitor numbers to the district's galleries by this lack of promotion.

Multi-travel options

- the Board would request that for all new subdivisions that consideration be given that all footpaths be widened to achieve a shared pathway for pedestrians, scooters, and cyclists. This would improve options for physical exercise and wellbeing as well as discourage the reliance on vehicles.

Native plant propagation centre

- The Board suggests consideration be given to developing a native plant propagation centre with the appropriate resources. This would be a real step for sustainability and climate change by allowing the Council to access native plants to replant in strategic biodiverse areas and could include plants used for Māhinga Kai.

Bramleys Road

- The Board requests that Bramleys Road be sealed in its entirety instead of in patches.

The Board would like to congratulate the Council on its relatively low rate rises in the last couple of years. This is despite the obstacles it has faced with the impacts of Covid-19, additional work, particularly in the three waters arena and the impact of recent significant weather events.

Thank you once again for the opportunity to provide feedback on the Draft Annual Plan 2022/23.



Jackie Watson
Kaiapoi-Tuahiwi Community Board
Chairperson

To: Environment Canterbury

Submission: Draft Annual Plan 2023/2024

From: Kaiapoi-Tuahiwi Community Board

Contact: Jackie Watson (Chairperson) jackie.watson@wmk.govt.nz
 Kay Rabe (Governance Adviser) com.board@wmk.govt.nz

The Chairperson wishes to be heard with regard to this submission.

The Kaiapoi-Tuahiwi Community Board (the Board) would like to thank the Environment Canterbury (ECan) for the opportunity to give feedback on the Draft Annual Plan 2023/24.

- The Board would like to request that future Annual/Long Term Plans have more detail on actual work to be done and timeframes to ensure transparency to the public of projects and budgets. The Board is concerned that the current format gives little information other than the organisations aspirations. The Board notes it is very difficult to give feedback on this document as it has little to no detail of work being done or work to be done.
- The Board would like to request that ECan provides a project-by-project breakdown including the spend of each on work carried in the last financial year and the proposed to be carried out in the 2023/24 financial year within the Waimakariri District.
- The Board would also like to ascertain what maintenance is scheduled to be carried out on stopbanks in the district.
- The Board would like to suggest that ECan develops a Policy for purchasing strategic land parcels that have impact on conservation, biodiversity and linkages to other biodiverse areas to ensure that comprehensive ecological corridors withing the district.
- The Board strongly urges ECan to consider utilising small buses to link the Waimakariri communities or to introduce the “My Way” option to connect communities and enable people to move and shop around the district.

The Board would like to support the Council’s submission.

Thank you once again for the opportunity to provide feedback on the Draft Annual Plan 2022/23.



Jackie Watson
 Kaiapoi-Tuahiwi Community Board
 Chairperson

KAIAPOI

DISTRICT MUSEUM

KAIAPOI
KAIRAKI BEACH
THE PINES BEACH
WOODEND
TUAHIWI
FLAXTON
OHOKA
CLARKVILLE
EYRETON
SWANNANOA

6 May 2023

Kaiapoi-Tuahiwi Community Board
Private Bag 1005
Rangiora

Would you please pass this invitation on to the Chair and Members of the Kaiapoi-Tuahiwi Community Board.

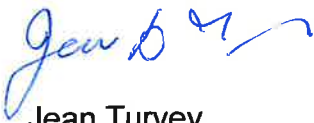
KAIAPOI DISTRICT HISTORICAL SOCIETY AGM

On behalf of the Committee of the Kaiapoi District Historical Society Inc., I would like to extend an invitation to the members of the Board to attend our Annual General Meeting, to be held in the Ruataniwha Civic Centre upstairs meeting room at 10.30am on Saturday 20th May 2023.

Refreshments will follow the usual AGM business.

We hope that you may be able to join us.

Yours sincerely



Jean Turvey
Secretary

Kaiapoi District Historical Society Inc.

Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi 7630
Phone: 03 311 8919, Email: kaiapoimuseum@gmail.com

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of April 2023*

Member' Name: Brent Cairns

MEMBER'S DIARY	DISCUSSION POINTS
<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>

OTHER:

- Motorhome Association park official opening was well attended. Ironically Kaiapoi is not registered as a Motorhome Friendly town, so am working to rectify that along with the other towns in the district. The benefit to be Motorhome Friendly is that you can advertise local events and be featured to the 116,000 members
- All Together Kaiapoi will hold their Matariki event at Norman Kirk park. Lots of awesome things planned for the evening event that had thousands attend last year.
- Working with Greenspace to have their templates altered to have event planners consider allocating space for disabled parking.
- KPA hosting large quiz event with UK's chaser Dark Destroyer as the special quest.
- Attended Arts Strategy event, this group are developing a district wide strategy, which will encompass the arts and creativity will be championed.

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of April 2023*

Member' Name: Philip Redmond

MEMBER'S DIARY		
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3 April	Waka Kotahi (James Caygill)	Meeting with Mayor and Waikuku residents living next to SH1 to discuss oppositions to wire rope median barriers. Also barriers between Woodend and Pineacres. Positive meeting.
12 April	Chaired Road Safety Working Group	Wide membership of interested stakeholders. Orange vests merge with road cones.
13 April	Community Networking at Pegasus	Unable to attend Kaiapoi session
13 April	Vaping Public Meeting	Arranged by Dan Rosewarne MP. Council submitted on the Smoked Tobacco Regulatory Regime in March. Small but engaged audience. Vaping intended to be a smoking cessation tool. Yeah right!
18 April	Civil Aviation Authority Meeting	Safety issues at Rangiora Airfield, movements approaching 50,000 per annum.
20/21 April	Zone 5 & 6 meeting in Queenstown	Excellent speakers and networking. Min Parker on RMA reforms when asked why co-governance was not included said it was undemocratic. Min Local Government when asked later said Three Waters was different as water was in the Treaty of Waitangi. He also said the Affordable Water projections were credible and DIA were working on the data which he would release. Formulating the question to match the answer!
24/25 April	ANZAC Services	Attended Ohoka, Sefton, Kaiapoi, Rangiora and Tuahiwi services, all different but all very well attended
27 April	Mandeville Residents Meeting	Flooding issues affecting property access. Staff in attendance to follow up.
29 April	New Zealand Motor Caravan Ass. Kaiapoi Park Opening	Official opening by Mayor and NZMCA President Sharron King, a Waikuku resident. Well attended and a very popular stop over. Discussion re location of dump station
1 May	Hydrogen Futures	Meeting at Chch Art Gallery. Green Hydrogen and hydrogen-electric operation seen as the future of low emission transport
2 May	Rangiora Airfield visit	A significant district asset, proposed redevelopment. Need to future proof runways.
2 May	Chlorination Drop In	Kaiapoi poorly attended
3 May	Chlorination Drop In	Woodend small attendance
4 May	Annual Plan Submission	Over 30 presentations. Some preoccupied with UN agenda 2030 and sustainable goals
4 May	Rachel Thornton	Attended her farewell, moving to Emergency Management in Christchurch.